

Frequently Asked Questions: AFA 05B-2014-SA Substance Use Recovery Residence Level II

- Per the Technical Assistance Conference Call for AFA 05B-2014-SA held on 11/15/13, the following is an overview of the WVBBHBF Recovery Residence Levels of Support and corresponding Standards. This information is modeled after the National Association of Recovery Residences (NARR) guidelines which can be found at:
http://www.narronline.com/NARR_formation_website/Resource_Files.html

		WV Recovery Residence Levels of Support			
		Level I (Peer Run)	Level II (Peer Run/ Monitored)	Level III (Supervised)	Level IV (Service Provider)
STANDARDS	Residence	<ul style="list-style-type: none"> Single Family Residence 	<ul style="list-style-type: none"> Single Family Residence Apartment or other dwellings 	<ul style="list-style-type: none"> Varies – All types of residential settings 	<ul style="list-style-type: none"> Larger institutional facility Transitional phase within care continuum of a treatment center
	Services	<ul style="list-style-type: none"> Drug Screening House Meetings Mutual Aid Meetings Encouraged 	<ul style="list-style-type: none"> Drug Screening House Meetings Mutual Aid Meetings &/or Treatment Involvement Structured House Rules Peer Run Groups 	<ul style="list-style-type: none"> Drug Screening House Meetings Mutual Aid Meetings &/or Treatment Involvement Structured House Rules Peer Run Groups Life Skill Development Emphasis Clinical services utilized within community 	<ul style="list-style-type: none"> Drug Screening House Meetings Mutual Aid Meetings Involvement Structured House Rules Life Skill Development Clinical services provided for residents
	Staff	<ul style="list-style-type: none"> No paid positions within the residence 	<ul style="list-style-type: none"> At least 1 compensated position Certified Peer Recovery Coach encouraged 	<ul style="list-style-type: none"> Facility Manager Credentialed Staff (Case Manager) Certified Peers 	<ul style="list-style-type: none"> Facility Manager Various Licensed and/or Credentialed Staff (Therapist, Case Manager, ADC, AADC, etc.) Certified Peers
	Administration	<ul style="list-style-type: none"> Democratically run Manual or Policies & Procedures Possible Overseeing Officer / Senior Resident 	<ul style="list-style-type: none"> House Manager and/or Senior Resident (Certified Peer Recovery Coach) Policies & Procedures 	<ul style="list-style-type: none"> Organizational hierarchy Administrative oversight for service providers Policies & Procedures 	<ul style="list-style-type: none"> Overseen organizational hierarchy Clinical & Administrative Supervision Policies & Procedures OHFLAC License as appropriate

+ All WVBBHBF standards align with the National Association of Recovery Residences (NARR) standards.

The WV Bureau for Behavioral Health and Health Facilities – Recovery Residence Standards

1. Organizational/Administrative Standards	Lv. I	Lv. II	Lv. III	Lv. IV
1.1 The Recovery Residence is a legal business entity, as evidence by business license or incorporation documents;	Strongly Recommended	X	X	X
1.2 The Recovery Residence has a written mission statement and vision statement;	X	X	X	X
1.3 The Recovery Residence has a written code of ethics;	X	X	X	x
1.4 The Recovery Residence property owners/operators carry general liability insurance;	Strongly Recommended	X	X	X
1.5 The Recovery Residence complies with State and Federal requirements, including licensure or certification	X	X	X	X
1.6 The Recovery Residence clearly identifies the responsible person(s) in charge of the Recovery Residence to all residents;	X	X	X	X
1.7 The Recovery Residence clearly states the minimum qualifications, duties, and responsibilities of the responsible person(s) in a written job description and/or contract;	N/A	X	X	X
1.8 The Recovery Residence provides a drug and alcohol free environment;	X	X	X	X
1.9 The Recovery Residence collects and reports accurate process and outcome data for continuous quality improvement	Strongly Recommended	X	X	X
1.10 The Recovery Residence have written permission from the owner of record to operate a Recovery Residence on their property;	X	X	X	X
2. Fiscal Management Standards				
2.1 The Recovery Residence maintains an accounting system that fully documents all resident financial transactions such as fees, payments and deposits;	X	X	X	X
3. Operation Standards				
3.1 The Recovery Residence posts emergency procedures (including evacuation maps, emergency numbers) and staff emergency contact information in conspicuous locations;	X	X	X	X
4. Recovery Support Standards				
4.1 The Recovery Residence maintains a staffing plan;	If Applicable	X	X	X
4.2 The Recovery Residence use an applicant screening process that helps maintain a safe and supportive environment for a specific group of persons in recovery;	X	X	X	X
4.3 The Recovery Residence adheres to applicable confidentiality laws;	X	X	X	X
4.4 The Recovery Residence keeps resident records secure with access limited to authorized staff only;	X	X	X	X
4.5 The Recovery Residence has a grievance policy and procedure for residents;	X	X	X	X
4.6 The Recovery Residence creates a safe, structured, and recovery supportive environment through written and enforced residents' rights and requirements;	X	X	X	X
4.7 The Recovery Residence has an orientation process that clearly communicates residents' rights and requirements prior to them signing any agreements; collects demographic and emergency contact information and provides a new	X	X	X	X

resident with written instructions on emergency procedures and staff contact information;				
4.8 The Recovery Residence fosters mutual supportive and recovery-oriented relationships between residents and/or staff through peer-based interactions, events, and/or other social activities;	X	X	X	X
4.9 The Recovery Residence fosters recovery-supportive, alcohol and drug-free environments through written and enforced policies and procedures that address: residents who return to alcohol and/or drug use; hazardous item searches; drug-screening and/or toxicology protocols; and prescription and non-prescription medication usage and storage;	X	X	X	X
4.10 The Recovery Residence encourages each resident to develop and participate in their own personalized recovery plan;	X	X	X	X
4.11 The Recovery Residence informs residents on the wide range of local treatment and recovery support services available to them including: 12-step or other mutual support groups, recovery community centers, recovery ministries, recovery-focused leisure activities and recovery advocacy opportunities;	X	X	X	X
4.12 The Recovery Residence provides nonclinical, recovery support and related services;	X	X	X	X
4.13 The Recovery Residence encourages residents to attend mutual supportive, self-help groups and/or outside professional services;	X	X	X	X
4.14 The Recovery Residence provides access to scheduled and structured peer-based services such as didactic presentations;	N/A	X	X	X
4.15 The Recovery Residence provides access to 3 rd party clinical services in accordance to State laws;	N/A	X	X	X
4.16 The Recovery Residence offers life skills development services;	N/A	N/A	X	X
4.17 The Recovery Residence offers clinical services in accordance to State laws;	N/A	N/A	N/A	X
5. Property Standards				
5.1 The Recovery Residence abides by all local building and fire safety codes;	X	X	X	X
5.2 The Recovery Residence provides each resident with food and personal item storage;	X	X	X	X
5.3 The Recovery Residence places functioning fire extinguishers in plain sight and/or in clearly marked locations;	X	X	X	X
5.4 The Recovery Residence has functioning smoke detectors installed. If the residence has gas appliances, functioning carbon monoxide detectors are installed;	X	X	X	X
5.5 The Recovery Residence provides a non-smoking living environment;	X	X	X	X
5.6 The Recovery Residence has a community room large enough to accommodate house meetings and sleeping rooms that adhere to Local and State square footage	X	X	X	X

requirements;				
5.7 The Recovery Residence has one sink, toilet, and shower per six residents or adhere to Local and State requirements;	X	X	X	X
5.8 The Recovery Residence has laundry services that are accessible to all residents;	X	X	X	X
5.9 The Recovery Residence maintains the interior and exterior or the property in a functional, safe and clean manor that is compatible with the neighborhood;	X	X	X	X
5.10 The Recovery Residence has a meeting space that accommodates all residents;	X	X	X	X
5.11 The Recovery Residence has appliances that are in working order and furniture that is in good condition;	X	X	X	X
5.12 The Recovery Residence addresses routine and emergency repairs in a timely fashion;	X	X	X	X
6. Good Neighbor Standards				
6.1 The Recovery Residence provides neighbors with the responsible person(s) contact information upon request. The responsible person(s) responds to neighbor's complaints, even if it is not possible to resolve the issue. All neighbor complaints and responsible person(s) response and actions must be documented;	X	X	X	X
6.2 The Recovery Residence has rules regarding noise, smoking, loitering, and parking that are responsive to neighbor's reasonable complaints;	Strongly Recommended	X	X	X
6.3 The Recovery Residence has and enforces a parking courtesy rule where street parking is scarce.	X	X	X	X